

Request for Bid–Load Tap Changer (LTC) Inspection & Service/Repair

By 10:00a.m., Friday January 30, 2015, please provide:

1. An itemized price bid for performing LTC Inspections and Service/Repair on four Waukesha UZDRT LTC's located at three substations within the City of St. Charles.
2. An estimated timeline for the transformer outage required to complete the work on each LTC.

1.0 SUBMITTAL OF PROPOSAL

Sealed bids for the **Load Tap Changer Inspection & Service/Repair** as described in the accompanying technical specification, shall be received **before 10:00a.m., Friday, January 30**, at the City of St. Charles City Hall, Council Chambers, Two East Main Street, St. Charles, IL 60174, Attention: Mike Shortall, Purchasing Office. At that time and place, the bids will be publicly opened and read. Any bid received subsequent to the time specified will be promptly returned to the Bidder unopened.

All sealed envelopes must be clearly marked for which bid they pertain to.

Interested Bidders shall “register” with Mike Shortall and provide name, phone number, and e-mail address.

Any questions shall be submitted to both Erika Drennan (Engineer) and Mike Shortall (Purchasing) via e-mail to the following e-mail addresses:

edrennan@stcharlesil.gov

mshortall@stcharlesil.gov

before Thursday, January 22, 2015

Upon receipt of questions prior to January 22, the bidder shall receive a reply e-mail acknowledging the receipt of the question. Response to the question shall be as soon as practical. Should the question result in a clarification that requires addenda, such addenda will be issued to all registered bidders as soon as practical.

Questions submitted after January 22, 2015, shall not be acknowledged or answered. Bidder shall take all necessary steps to propose questions prior to January 22.

City reserves the right to extend the due date. Should an extension be necessary, communication of such shall be e-mailed to all registered bidders.